

IDAHO LIQUEFIED PETROLEUM GAS SAFETY BOARD
Bureau of Occupational Licenses
700 West State Street, P.O. Box 83720
Boise, ID 83720-0063

Conference Call Minutes of 7/12/2016

BOARD MEMBERS PRESENT: Thomas E Coates - Chair
Richard B Davies
Larry L Simms

BOARD MEMBERS ABSENT: Jay T Hill

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Administrative Support Manager
John Kersey, Chief Investigator
Maurie Ellsworth, General Counsel

The meeting was called to order at 3:30 PM MDT by Thomas E Coates.

APPROVAL OF MINUTES

Mr. Simms made a motion to approve the minutes of 6/17/2016. It was seconded by Mr. Davies. Motion carried.

LEGISLATIVE REPORT

Ms. Cory said that once the new edition of the National Fire Protection Association (NFPA) 58 Code Book has been released, the Board will look at potential law or rule changes.

TO DO LIST

To Do List – The Board reviewed the to-do list. The draft letters are still being revised and will be ready for review at the August 4, 2016 conference call.

NEXT MEETING DATE

The next conference call has been set for Thursday, August 4, 2016 at 9:00 AM.

INSURANCE AUDIT

Discussion was held regarding insurance audits and the process in which licensees are audited.

Mr. Davies made a motion for the Bureau to conduct a random audit for general liability insurance for 20% of facility licenses each year. It was seconded by Mr. Simms. Motion carried.

BOARD ELECTIONS

Mr. Simms made a motion to re-elect Tom Coates as Board Chairman. It was seconded by Mr. Davies. Motion carried.

EXECUTIVE SESSION

Mr. Davies made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Mr. Simms. The vote was: Mr. Coates, aye; Mr. Davies, aye; and Mr. Simms, aye. Motion carried.

Mr. Simms made a motion to come out of executive session. It was seconded by Mr. Davies. The vote was: Mr. Coates, aye; Mr. Simms, aye; and Mr. Davies, aye. Motion carried.

APPLICATIONS

Mr. Davies made a motion to approve PGF-1211 Gas and Scrub LLC for licensure. It was seconded by Mr. Simms. Motion carried.

Mr. Davies made a motion to hold application 901145439 pending additional information to be reviewed by the Board Chair. It was seconded by Mr. Simms. Motion carried.

Mr. Davies made a motion to hold application 901090973 pending additional information to be reviewed by the Board Chair for determination. It was seconded by Mr. Simms. Motion carried.

Mr. Davies made a motion to hold application 901145301 pending receipt of additional information. It was seconded by Mr. Simms. Motion carried.

Mr. Davies made a motion directing Ms. LaBonte to send a letter responding to applicant 901146080 stating when the applicant feels the facility has met the requirements to submit photos and a diagram for Board review. It was seconded by Mr. Simms. Motion carried.

ADJOURNMENT

Mr. Simms made a motion to adjourn the meeting at 4:16 PM. It was seconded by Mr. Davies. Motion carried.

Thomas E Coates, Chair

Richard B Davies

Jay T Hill

Larry L Simms

David J Summers

Tana Cory, Bureau Chief